



Michael Green
Superintendent
Woodland School District
800 3rd Street
Woodland, Washington 98674

3
.
1
8
.
2
0
1
5

Re: Additional Small Works Scope

DRAFT 03

Dear Michael:

Now that the small works projects have been fully scoped with teachers and staff, there are four additional areas of work for which we are proposing to furnish design services. This proposal outlines scope and fees for these areas.

Design Scope

The four additional scoping items include the following:

Primary School: Remodel the existing school office area into a conference room with adjacent offices and renovate two existing toilet rooms. The scope will include modifications to architectural, mechanical, and electrical systems.

Middle School - LRA: Remodel the existing District offices to create classroom space for the Lewis River Academy. This will also include some minor remodeling of the existing adjacent computer lab.

Middle School - Landscaping: Construct a pedestrian "gateway" and signage piece to designate the new middle school entrance.

All Schools: Assist with compiling a project manual for the proposed access controls upgrades to each school and identify/specify the extent of site fencing.

Basic Services

We have performed some as-built services in each area already and have created scoping drawings to document the work scope. Some additional as-built work is necessary to fully document the existing mechanical and electrical systems that serve each area.

Eric Lanciault, Architect

3250 se 164th ave ste 208

vancouver, washington 98683

voice: 360.798.3801

We will provide necessary architectural and engineering services for obtaining building permits and bidding. We anticipate that the primary school scope of work will be included in the bidding and permit package that has already been started for that building. Similarly, we anticipate that the Lewis River Academy area will be incorporated into the bidding and permit package that has already been started for the intermediate/middle school.

Primary School: The HVAC system in the primary school appears to be a complete remodel of the original system. We have been unable to find drawings of this remodel and, as a result, will need to develop as-built drawings as a basis for new design work. This will require at least one full day of on-site investigation on a day when students are not present in the building. Once we have been able to properly document existing conditions, we can develop the appropriate modifications to the existing system. Due to the extensive nature of the remodeling, we will be required to provide comprehensive building electrical drawings to the Department of Labor and Industries. This will require additional as-built work for our electrical engineer.

Middle School - LRA: We have completed as-built documentation and analysis of the area to be remodeled for the Lewis River Academy and have determined that the existing system, though old, is adequate to serve the needs of the reconfigured spaces. As in the primary school, the extent of electrical work will require submittal of comprehensive building drawings to the Department of Labor and Industries.

Middle School - Landscape: Our initial scope of work for improvements to the middle school made provisions for a moderate amount of landscaping and fencing to be incorporated into the new front door sequence. As this sequence has been developed, we are proposing a gateway feature that will require structural engineering review and certification. Our initial scope of work excluded structural engineering.

All Schools: In reviewing Ben Hedin's proposal for providing access controls consulting services, it appears that you may require our services to organize a project manual bid set for that work scope. We anticipate that this will be similar to what we provided for you last year in support of Maureen White's work at Yale.

Additional Services

The following services are not included in these Basic Services and are considered Additional:

- Cost Estimating
- Redesign required by value engineering after commencement of the Contract Documents Phase or after Bidding
- Preparation of Record Drawings
- Document Reprographics, Shipping and Delivery
- Permit and Permit Application Fees
- Civil Engineering
- Additional Contract Administration services if multiple construction packages are required.

Compensation

We propose providing these additional services as the following lump sums:

Primary School: \$15,650

Middle School: \$18,110

All Schools: \$515

Total: \$34,275

Changes in Scope

Changes in scope of work or services, work performed out of sequence, revisions to the project, or inclusions of additional services will be considered changes to the above scope. Fees will be adjusted in accordance with our standard hourly fee, as agreed upon prior to the service being performed.

If you have any questions about this proposal, please contact me at your convenience. We look forward to a great project.

Very Truly Yours,



Eric Lanciault